

314 3<sup>rd</sup> Street South  
Lethbridge, Alberta, T1J 1Y9

Business Office &  
Emergency Maintenance

**(403) 329-0556**

(24-hour answering service)

## HOLIDAY HOURS

**CLOSED** Tuesday, December 24, 2019 to  
Wednesday, January 1, 2020

**OPEN** Thursday, January 2, 2020



**The Board and Staff of Lethbridge Housing  
wish you all the best during the Holiday Season**



### Questions? Concerns?

#### LHA Seniors Placements Administrators:

Rafael Mulingtapang (Hardie Manor and Haig Tower)

(403) 329-0556 extension 142

DeAnna English (Halmrast Manor)

(403) 329-0556 extension 137

#### Community Workers:

Marlene Van Eden (Hardie Manor and Haig Tower)

(403) 317-4904 (cell)

Jeannette Alblas (Halmrast Manor)

(403) 308-2609 (cell)

*Referrals to and/or assistance with other agencies...emotional supports...help with Tenant issues/  
concerns.*



Watch the bulletin boards for information on a variety of programs offered by your Community Workers. Contact **Marlene and Jeannette** for more information on **Activities**.



Try to get outside on sunny days for some fresh air. This will help avoid those winter blues!



Stay home if you have flu symptoms. If you need to pay your rent or bring in documents, call the Business Office and make arrangements to come in when you are feeling better. Wash your hands – use hand sanitizers – sneeze into your elbow!



REMEMBER, if a scheme sounds too good to be true, it probably is. Beware of scam artists or thieves that prey on the elderly – in person, by telephone, or on the Internet.



If you have some extra time on your hands and are interested in volunteering please contact **VOLUNTEER LETHBRIDGE** at [www.volunteerlethbridge.com](http://www.volunteerlethbridge.com) or (403) 320-2044. They have names of local organizations needing volunteers.

### HEADS UP!

- \* The LSCO is having their 35th Annual Free Christmas Turkey Dinner on Christmas Day, Wednesday, December 25th from 11:00 AM - 1:00PM. See the bulletin board for details or contact your building's Community Worker.
- \* Please note: Employees are not allowed to accept fees, gifts, gratuities, or any other benefits that are connected directly or indirectly with the performance of their duties with the Housing Authority from any individuals, organizations, or corporations.
- \* Annual suite inspection will be coming up in the New Year, between March and April 2020. Notices will be sent in advance.
- \* If you are turning 65 this year, or are 65 already and do not have all of your pensions in place, please see the Community Workers for assistance with completing pension applications.
- \* Our hairdresser at Haig Tower is leaving. Her last day is December 31, 2019. All the best and thank you for your services!

## HEADS UP cont.

- \* **Do you have Tenant's Insurance? If you don't, you should! Tenant's Insurance is important to keep your belongings safe. Even if you believe your belongings aren't worth very much, the cost of replacing everything you own could really add up. Tenant's Insurance covers more than just your belongings. Check with your current insurance provider or shop around to find the best deal.**

## MAINTENANCE



Please keep your windows closed during cold weather. Frozen pipes can cause serious damage and you may be held responsible for repair costs. Check your Tenant's Insurance policy coverage.



You may be charged to unplug toilets and sinks if found responsible for the blockage. Please tell Maintenance if you have used a drain-cleaning product like Drano or Liquid Plumber as any back-splash can cause serious injury to repairmen.



**BE COURTEOUS** and clean up after using laundry facilities or the public washroom. Notify Maintenance if you spot a problem!



You (or with help from your family) should replace burned out light bulbs. Please contact Maintenance if you need assistance.



Our Maintenance Crew works hard to clear snow and ice as quickly as possible. Use caution when walking on ice and/or snow!

Our main line, 403-329-0556, will be answered 24 hours per day. If you have an afterhours emergency (e.g. No heat, water issues, smoke detector issues or security issues) you can call that line and have maintenance called out. If the call is not an emergency, maintenance will come during business hours the next day.

## SMOKING

Properties managed by Lethbridge Housing are **NON-SMOKING!** If you know someone who is smoking inside the building or on their balcony, please report to the office immediately. In writing.

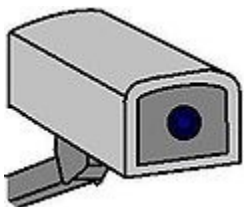
If you are caught smoking in your apartment OR on the balcony, your action will lead to an **EVICTION or your Lease/Tenancy might not get renewed.**

All tenants need to follow their Lease Agreements, any who are not will be dealt with accordingly or **their Lease/Tenancy might not get renewed.**

Thank you for using the outside designated smoking areas.



## SAFETY and SECURITY



1. Please follow your evacuation procedure when the building fire alarm goes off.
2. Your guests are your responsibility! Please ensure that you escort your guest in and out. Problems/complaints/concerns can lead to an eviction or non renewal of your tenancy.
3. Remember that smoke detectors must be operational at all times. Call the Business Office if you are having problems with yours.
4. Please use caution when purchasing power bars for your electronics. Dollar Stores seem to have good deals. However, the quality of the device purchased can be below what is required to safely keep all your items plugged into it. Last year, an inexpensive power bar started a fire in a home in Lethbridge.
5. **FOR EVERYONE'S SAFETY**, please use caution when entering or exiting parking lots and watch for pedestrians.



**PLEASE TREAT ONE ANOTHER WITH COURTESY AND RESPECT.**

**Have a safe and merry Holiday Season!**

**REGULAR BUSINESS OFFICE HOURS  
8:30 AM – 12:00 NOON, and 1:00 PM – 4:00 PM  
MONDAY to FRIDAY**

